

The Director of Central Intelligence  
Washington, D.C. 20505

National Intelligence Council

NIC# 00703-88  
3 March 1988

MEMORANDUM FOR: Director of Personnel

FROM: H. F. Hutchinson, Jr.  
Acting Chairman, National Intelligence Council

VIA: Chairman, E Career Service

SUBJECT: Request for Nomination of a US Army Officer to the National Intelligence Council

1. The National Intelligence Council requests the Army nominate an officer in the grade of Lieutenant Colonel or Colonel for a three year, reimbursable joint assignment as the Assistant National Intelligence Officer for the USSR (Position number GP 089). The position is authorized a GS-15. This is a rotational, overt assignment commencing in the summer of 1988. In December 1988, the Director, Intelligence Community Staff, will consider this position for joint assignment credit.

2. The Assistant National Intelligence Officer for the USSR supports the Director of Central Intelligence, the Deputy Director of Central Intelligence, and the Chairman, National Intelligence Council regarding intelligence and policy implications of developments in and affecting the USSR; participates in planning and coordinating interagency intelligence assessments on the region; and represents the DCI at meetings with and for directing or executing tasks levied by policymakers concerning the USSR. A detailed position description is attached.

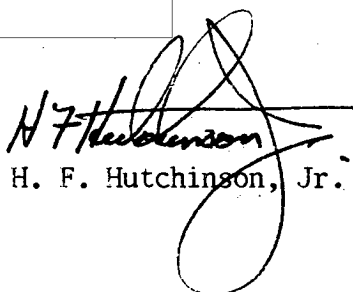
3. The officer assigned to this position should be a Soviet Union Foreign Area Officer with a broad based military background, in-country experience and Russian language capability. He must possess mature judgment, initiative, and keen analytical, written and verbal skills. An Army officer is preferred for this position because he will be able to bring to bear a perspective and expertise on the USSR that cannot be matched by currently available CIA staff officers. In addition, the assignment of an Army officer to this position will greatly assist the Director of Central Intelligence in maintaining a staff which is truly community-wide in character. An intelligence officer is not required for this assignment; in fact, a combat arms officer is preferred.

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4. We believe that an assignment of this nature at the national level, with daily exposure to the highest levels of the policy making structure and the Intelligence Community, will contribute significantly to the professional development of the officer assigned.



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A handwritten signature in black ink, appearing to read 'H. F. Hutchinson, Jr.', with a large, stylized flourish at the end.

H. F. Hutchinson, Jr.

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### Position Description

#### Assistant National Intelligence Officer/USSR

#### Major Duties

The A/NIO/USSR is the alter ego to the NIO/USSR, singly performs a significant portion of the office's work, and substitutes as required for the NIO/USSR on the latter's absence, request, or otherwise as appropriate, often for considerable periods of time. Incumbent is expected to have much of the knowledge and skills that the NIO/USSR brings to the job as well as other unique and complementary qualities. More specifically:

- The A/NIO/USSR supervises the preparation of interagency national intelligence, such as Special National Estimates, National Intelligence Analytical Memoranda, Interagency Intelligence Memoranda, Alert Memoranda, and other interagency memoranda as may be directed by the NIO/USSR.
- At his own initiative or request of NIO/USSR or the DCI, incumbent drafts various forms of memoranda and analytic papers on diverse topics pertaining to the Soviet Union for senior executives and others in the intelligence and foreign and defense policy communities.
- Represents DCI and briefs on intelligence collection, assessments and forecasts up to the Assistant Secretary level, and occasionally higher.
- Incumbent is a primary actor within the Intelligence Community as concerns intelligence collection, production, assessment, and coordination of developments related to the Soviet Union that are significant to US interests.

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- Represents the DCI and maintains liaison with leading figures in the business community, consultants, contractors, and educational institutions. Incumbent must know the abilities and contacts of numerous non-government officials so as to obtain intelligence data and other support from them.

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